

BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: May 16, 2006

Division: Budget and Finance

Bulk Item: Yes ☒ No ☐

Department: Grants Administration

Staff Contact Person: David P. Owens

AGENDA ITEM WORDING: Authorization for the Mayor to execute the Federal fiscal year 2006 Edward Byrne Memorial Justice Assistance Grant Certificate of Participation with the Florida Department of Law Enforcement.

ITEM BACKGROUND: Federal funds are provided through the Florida Dept. of Law Enforcement. Florida Administrative Code requires that units of government in each county reach consensus concerning the expenditure of these funds, including the projects to be implemented as well as the agencies responsible for such implementation. This requires someone to exercise leadership and assume a coordinating role in the development of applications for these funds. FDLE recommends that county commissioners in each county assume this responsibility. The grant period will be Oct. 1, 2006 through Sept. 30, 2007.

PREVIOUS RELEVANT BOCC ACTION: None this year. Participation in Byrne Grant Program since approximately 1990.

CONTRACT/AGREEMENT CHANGES: No significant changes from previous year. Amount of federal funds is \$89,802.00; local match is no longer required, but staff is recommending that the County continue to provide match in an amount equal to 25% of the total project amount, or \$29,934.00, especially in light of the fact that the grant amount has been decreased \$53,881.00 for the coming year.

STAFF RECOMMENDATION: approval

TOTAL COST: \$119,736.00

BUDGETED: Yes ☒ No ☐

COST TO COUNTY: \$29,934.00

SOURCE OF FUNDS: ad valorem tax

REVENUE PRODUCING: Yes ☐ No ☒

AMOUNT PER MONTH _____
YEAR _____

APPROVED BY: COUNTY ATTY ☒ OMB/PURCHASING ☐ RISK MANAGEMENT ☐

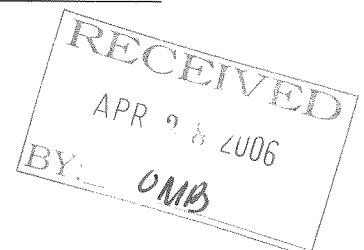
DIVISION DIRECTOR APPROVAL: _____

Salvatore R. Zappulla

DOCUMENTATION: INCLUDED: ☐ NOT REQUIRED: ☐

DISPOSITION: _____

AGENDA ITEM #: _____



CERTIFICATE OF PARTICIPATION

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

Date: May 16, 2006

Mr. Clayton H. Wilder
Community Program Administrator
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

Dear Mr. Wilder:

This is to inform you that the Board of County Commissioners Accepts XX Declines the invitation to serve as the coordinating unit of government in the Florida Department of Law Enforcement's Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

For purposes of coordinating the preparation of our application(s) for grant funds with the Office of Criminal Justice Grants, we have designated the following person:

Name: David P. Owens

Title: Grants Administrator

E-mail address: owens-david@monroecounty-fl.gov

Agency: Monroe County Board of County Commissioners

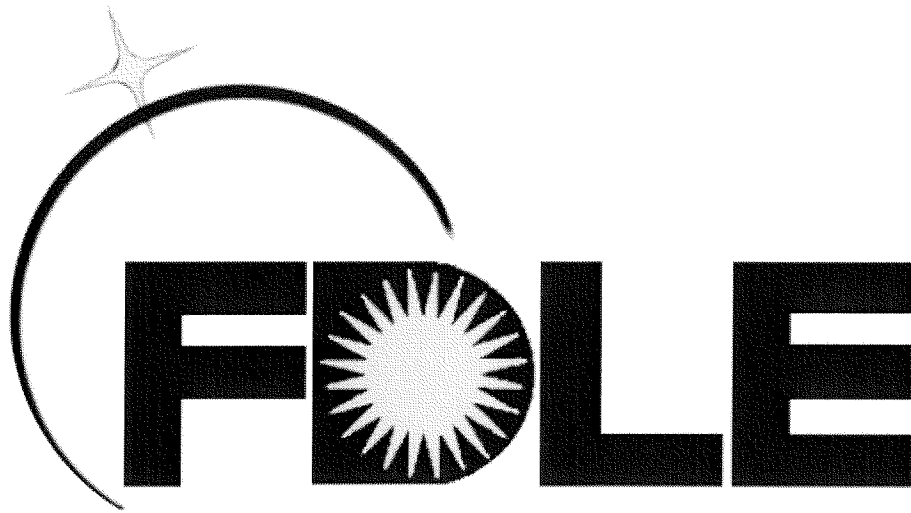
Address: 1100 Simonton Street

Telephone: 305-292-4482 County: Monroe

Date: May 16, 2006

Sincerely,

Chair, Board of County Commissioners



Edward Byrne Memorial Justice Assistance Grant Program

Program Strategy and Purposes

Justice Assistance Grant (JAG) funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, public information, and information systems for criminal justice for any one or more of the following purpose areas:

- 1) Law enforcement programs
- 2) Prosecution and court programs
- 3) Prevention and education programs
- 4) Corrections and community corrections programs
- 5) Drug treatment programs
- 6) Planning, evaluation, and technology improvement programs.

Each of the old Byrne and LLEBG purpose areas is related to one of the above purpose areas. Any law enforcement or justice initiative previously eligible for funding under Byrne or LLEBG is eligible for JAG funding.

Allocation Information

The JAG formula includes a state allocation consisting of a minimum base allocation with the remaining amount determined on population and Part 1 violent crime statistics and a direct allocation to units of local government. Once the state allocation is calculated, 60% of the funding is awarded to the state and 40% to eligible units of local government. Units of local government receiving awards more than \$10,000 will receive the funds directly from U. S. Department of Justice (USDJ). Awards to units of local government of \$10,000 or less will be passed through the state. State allocations also have a variable pass through requirement to locals, calculated by the Bureau of Justice Statistics from each state's crime expenditures.

FDLE has designated the 60% funding awarded to the State of Florida as JAG Countywide. The portion of the 40% funding, designated for units of local government receiving awards of \$10,000 or less, passed through the State of Florida will be referred to as the Florida JAG Direct. It is

possible for a unit of government to receive funding under both JAG Countywide and JAG Direct.

- JAG Countywide Allocations SFY 2006
- Florida JAG Direct Allocations SFY 2006

Eligible Applicants

Units of local government are eligible to receive subgrants from FDLE. "Units of local government" means any city, county, town, township, borough, parish, village, or other general-purpose political subdivision of a State and includes Native American Tribes that perform law enforcement functions as determined by the Secretary of the Interior.

Program Evaluation

Each project must include one or more Uniform or Project Specific Objectives. The Uniform Objectives are established by FDLE, while the Project Specific Objectives may be established by the subgrantee and/or FDLE. These objectives will be the basis for the quantitative part of the contractually required quarterly performance reports. Each of the Byrne and LLEBG purpose areas have been grouped according to the six new JAG purpose areas. [Click here to view Uniform Objectives.](#) [Click here to view Uniform Objectives.](#)

Program Development Process - JAG Countywide

Each county is allocated a sum of money for use by all local governments within the county. This amount is determined through a funding algorithm established in administrative rule.

Chapter 11D-9.005, Florida Administrative Code, requires that units of government in each county reach consensus concerning the expenditure of these funds, including the projects to be implemented and the agency responsible for such implementation.

Maximum coordination is required to meet this program requirement and the Department requests the county board of commissioners to coordinate requests for all local governments within the county. The Chairman, Board of County Commissioners, in each county so notified is requested to return to the Department a statement of certification indicating the county's willingness to serve as the coordinating unit of government for at least 51 percent of the units of government which also represents at least 51 percent of the population located in said county. This certification must be returned within 30 days from the date of receipt of notification. In the event the county declines to serve in this capacity, the Department will request the governing body of each municipality in the county, in descending order of population, to serve as the coordinating unit of government.

Application Requirements - JAG Countywide

Once the Certificate of Participation form designating the coordinator for your county is received, the Office of Criminal Justice Grants will send this individual further information regarding the application process. Applications must be accompanied by letters of approval representing agreement among at least 51 percent of all units of local government representing at least 51 percent of the county population as to the allocation of dollars to each project in the county.

Program Development Process - Florida JAG Direct

Eligible units of government will receive an announcement of funding availability including

application information and funding amount.

Subgrant Information Management ON-line (SIMON)

Applications will be submitted via FDLE's new on-line grants management system, SIMON, which can be accessed at <http://simon.fdle.state.fl.us>. A detailed user manual is available upon accessing the web-site. Please read this manual before you get started in SIMON and reference it before calling for assistance.

Match Requirements

There is no match requirement under the guidelines of the new JAG program.

Funding Period

JAG Countywide: Awards are made for a period not to exceed twelve months beginning on October 1 and typically ending on September 30. A program may be funded indefinitely if funding is available, but a new application must be submitted each year.

Florida JAG Direct: Awards are made for a period not to exceed six months beginning on February 1 and typically ending on July 31.

Reporting Requirements

Successful applicants will be required to report the following to FDLE:

- Programmatic Performance Reports to be prepared in SIMON
- Project Expenditure Reports
- Program Generated Income Report (if applicable)
- Program Generated Income Agreement Form
- Audit or Certification of Audit Exemption

According to the Office of Management and Budget, a non-federal entity expending less than \$500,000 in Federal Funds during the audit period is not required to submit an annual audit. If your agency has expended less than \$500,000, complete the Certification of Audit Exemption form <http://www.fdle.state.fl.us/grants/LLEBG/auditexempt.doc>.

Distribution of Funds

Grant funds are distributed on a reimbursement basis. Requests for reimbursement can be submitted on a monthly or a quarterly time frame and should include total expenditures for the period reflected.

A cash advance is possible for up to 25% of the grant award if the subgrantee is able to document a hardship.

Contact Information

Phone: (850)410-8700

Fax: (850)410-8727 or 8728

Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Vendor Payment History

The Florida Office of the Comptroller has developed a website that enables vendors for the State of Florida to view the records of payment history. As FDLE subgrantees and implementing agencies, you have the authorization to access this website to determine the status of payment for claims submitted to this office. Complete instructions can be accessed at <http://www.fdle.state.fl.us/grants/vendorpaymentwebsite.doc>. The Comptroller's web-site can be accessed at <https://flair.dbf.state.fl.us>.